

# CHIEF DEVELOPMENT OFFICER - AVIATION ASSISTANT DIRECTOR



*excellence in all we do*

## **CORE** *Values*

Teamwork • Integrity • Innovation • Professionalism

*City of San Antonio, Texas*



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## ABOUT SAN ANTONIO

The City of San Antonio is the Nation's 7th largest city and is home to more than 1.5 million residents. Located in South Central Texas, approximately 140 miles from the Gulf of Mexico, San Antonio offers its residents one of the most attractive and affordable lifestyles in the country. Residents enjoy one of the lowest tax rates in the State as well as a plentiful supply of high-quality housing and low utility rates. The economy of San Antonio is an excellent mix of business services, manufacturing, health care, communications, corporate and regional offices, government, and the convention and tourism industry. San Antonio is rich in recreational and cultural opportunities and is home to the San Antonio Spurs.

The world-famous River Walk is the single most visited site in all of Texas. Winding through Downtown San Antonio, this 2.5 mile cobblestone path along the San Antonio River is lined with attractive shops, luxurious hotels, and enticing dining and entertainment venues. The second most visited site in Texas is the historic Alamo, only a short distance away from the River Walk. Named a World Heritage Site by UNESCO, the San Antonio Missions, represent the only World Heritage site in Texas. Major Theme Parks include Sea World of Texas and Six Flags Fiesta Texas. Other San Antonio attractions are the Tower of the Americas, the Botanical Gardens, the Museum of Art, the San Antonio Symphony, Market Square and a world class Zoo.

## CITY GOVERNMENT

San Antonio has a Council-Manager form of government with a eleven-member City Council. Councilmembers are elected by District, while the Mayor is elected at-large. The term of office for the Mayor and all members of the City are two-year terms, for not more than four (4) full terms of office. The City Council appoints the City Manager, who appoints all officials in executive positions with the exception of the City Clerk, City Internal Auditor, Presiding Judge, and Municipal Judges.

The City of San Antonio has been recognized for its high level of professional management by the ICMA and National Civic League, amongst others. For ten consecutive years, the City has maintained a AAA bond rating. The Fiscal Year 2021 adopted operating budget is \$2.9 billion with close to 13,000 employees across over 30 departments. The City Manager's Executive Team consists of Department Directors, one Deputy City Manager, four Assistant City Managers, a Chief Financial Officer and a Chief of Staff.



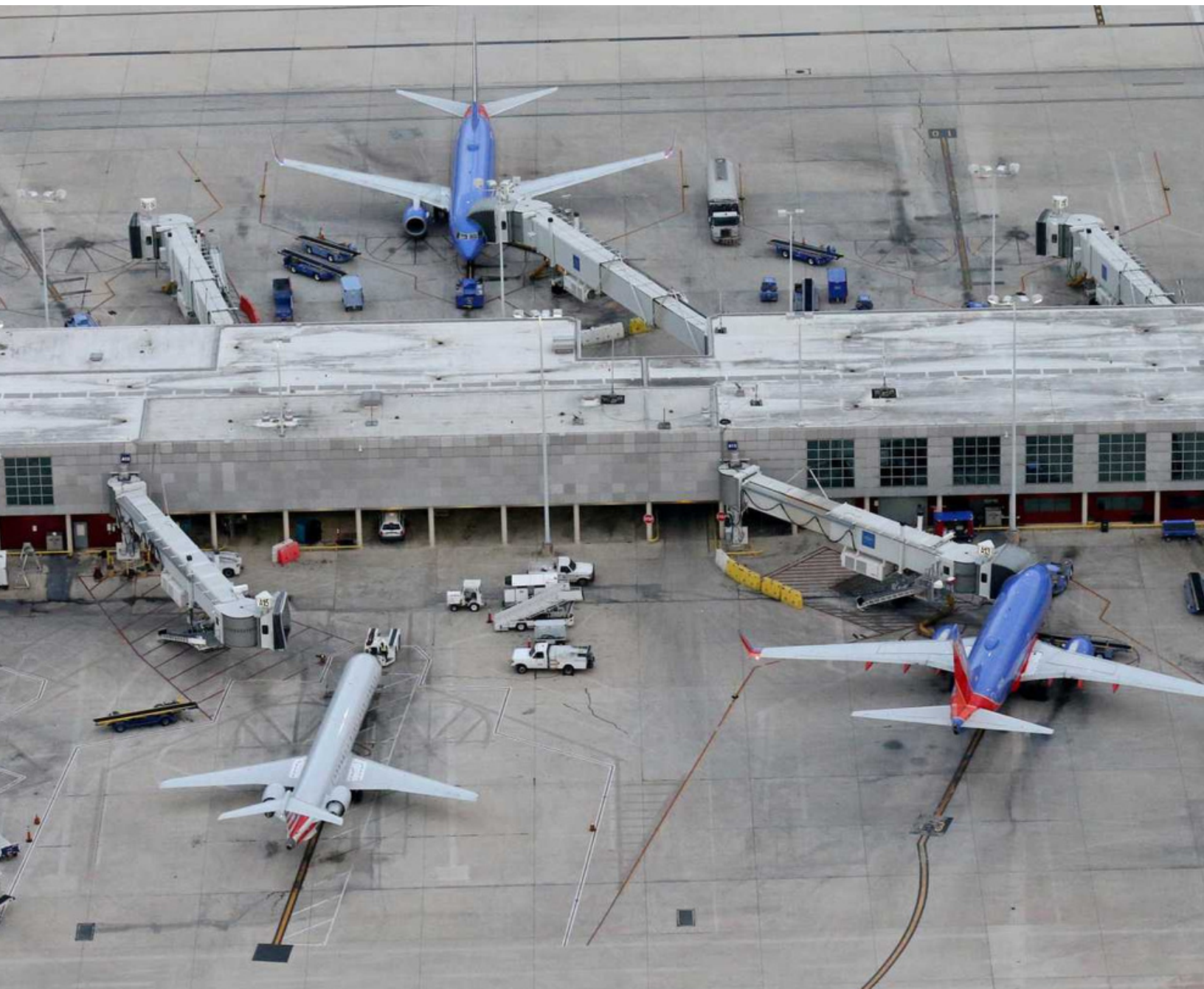
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## THE AVIATION DEPARTMENT

The San Antonio Airport System (SAAS) is home to San Antonio International Airport (SAT), one of the fastest growing medium hub airports in the country, and Stinson Municipal Airport, the second oldest continuously operating airport in the United States. We are committed to generating prosperity for our region and striving to be an exceptional airport system. According to the most recent economic impact study of the airport system, it directly or indirectly supports over 46,000 jobs for the region and has a total annual impact of over \$5.2 billion.

The Airport System is owned by the City of San Antonio through a City Manager form of government. The Mayor and City Council of the City of San Antonio set the policies under which the Airport System operates. The Director of Airports oversees a department of 499 employees, who are empowered to perform their jobs with teamwork, integrity, professionalism, and innovation.

Over the past several years and prior to COVID-19 impacts, SAT experienced explosive passenger growth. As SAT rebounds and regains passenger traffic, SAAS is projecting 6,250,000 total passengers in 2021



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## THE AVIATION DEPARTMENT - PREPARING FOR THE FUTURE

### Strategic Planning Process

This growth and the stable, but growing, economy of South Texas led the Airport System to launch a two phased, data-driven Strategic Development Plan (SDP) process to produce a Master Plan to accommodate the anticipated growth in the next 20 years and continue to generate prosperity for the region. This process is complimented and validated by a Mayor-appointed group of community leaders—the Airport System Development Committee. City Council accepted the recommendations of the SDP process and approved moving forward to focus on the details of the expansion options. The growth of this community and resultant air service requirements will likely warrant substantial capital projects to expand and enhance capacity, including areas such as the airfield, terminal facilities, roadway access and multi-modal transportation. Multiple rounds of community and various committee engagements occurred as options developed and evaluated before final recommendations are brought forward to the City Council. Although large capital improvement recommendations for future growth will be part of the SDP, there are projects underway. In 2019, construction was completed on a new security lane for the Terminal A checkpoint to handle high peak periods. FY 2020 included the implementation of a new customer experience operations team based in the terminals to routinely patrol, inspect, and report facility discrepancies and to quickly mitigate congestion.

### Phenomenal Customer Experience

Over the last several years SAT has been recognized a leader in customer experience, receiving the Best Airport with 5-15 Million Passengers, Best Hygiene Measures, and this year, Roll of Excellence Award from Airports Council International-World (ACI-W).

The airport has been honored by ACI-W for the past four years. Recently implemented customer enhancements include an engaging and robust public arts program, a partnership with Aira for blind and low vision passengers, a consolidated rental car facility and short-term parking garage, a convenience store/gas station/drive-thru restaurant near the main entrance of SAT, and a variety of cultural arts programs and events celebrating San Antonio's diverse and colorful culture.

As part of this effort, the city recently awarded a new prime concessionaire to install 10 new food, beverage, and retail concession concepts in Terminal A , including a new pre-security location. The new concessionaire began construction in September 2019 on four new concepts. The remainder of the concepts are anticipated to be operational in the future as passenger traffic increases and recovers from COVID-19.

Like SAT, Stinson Municipal Airport has enjoyed new customer enhancements including a new parking lot with landscaping and lighting and new directional and monumental signage. A hike and bike trail, which connects the historic terminal with the Mission Reach of the San Antonio Riverwalk, opened in October 2019. These enhancements will help draw visitors to Stinson to take advantage of its proximity to the Missions, the only UNESCO World Heritage site in Texas and Brooks City-Base.





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## THE POSITION

Under administrative direction, the Chief Development Officer is responsible for supervising, coordinating, and overseeing professional level work directing the activities of divisions which provides a broad range of management, contract administration, facilities asset management, and architectural/engineering services in the development and implementation of Capital Improvement Projects (CIP). The incumbent will engage internal and external stakeholders regarding the Department's strategy, planning, land use, master planning, noise compatibility planning, outreach and related programs; ensure the Aviation Department maintains up-to-date master plans; oversees the budgeting and financing of airport capital projects and federal grant administration; facility asset management program development and oversight.

## POSITION QUALIFICATIONS

The successful candidate will have a Bachelor's Degree from an accredited college or university with major coursework in Aviation Management, Public or Business Administration, or a related field such as architecture, engineering, construction management with course work in the principles and practices of architectural/engineering design is desired.

Eight (8) years of increasingly responsible professional experience in aviation management or airport operations, maintenance, and Capital Projects including four (4) years of administrative or supervisory responsibility; or equivalent combination of education and experience; a valid Class 'C' Texas Driver's License or ability to obtain one; strong organizational skills specific to project management; ability to manage multiple, simultaneous construction projects; ability to execute the Capital Improvement Program (CIP) and understand the FAA grant process.

Preferred qualifications include A.A.E. certification by the American Association of Airport Executives, IAP designation through ACI-NA, and/or a Professional Engineer (P.E.) license. Previous experience managing FAA projects at a commercial service airport is desired.

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## SALARY

The City of San Antonio is offering a competitive salary commensurate with experience. The City offers generous benefits and retirement including annual and personal leave; monthly car allowances, deferred compensation plan, relocation/moving expenses and participation in the Texas Municipal Retirement System (TMRS).

## HOW TO APPLY

If you are interested in this opportunity, please send a cover letter, resume, references and salary requirements to:

**[saexecsearch@sanantonio.gov](mailto:saexecsearch@sanantonio.gov)**

This position is open until filled. First review of resumes will occur on **October 21st, 2021**. Please submit your application as soon as possible and before the first resume review deadline to ensure you are considered for this position. Upon receipt, resumes will be screened in relation to the criteria outlined in this brochure. Candidates selected for interview will be contacted by the City of San Antonio's Executive Recruiter.

For additional information please contact:

Jeff Baldwin, Executive Recruiter  
City of San Antonio  
Human Resources Department  
P.O. Box 839966  
San Antonio, TX 78283  
[saexecsearch@sanantonio.gov](mailto:saexecsearch@sanantonio.gov)  
Phone: (210) 207-7939

Please note: Under the Texas Public Information Act, information from your resume may be subject to public disclosure. The City of San Antonio is an Equal Employment Opportunity Employer.